STATE OF MISSOURI
INFORMATION TECHNOLOGY ADVISORY BOARD
MEETING MINUTES
NOVEMBER 28TH, 2001

ATTENDEES:
Ron Welschmeyer, Chair Person
Mike Wankum
Dennis Bax
Gary Lyndaker
Jeff Falter
Chris Wilkerson
Dave Byland
Stacy Gillmore
Ben Colley
Lew Davison
Bob Meinhardt
Brenda Wilde
Debbie Tedeschi
Rodney Distler
Gerry Wethington

Dave Schulte
Jill Hansen
Scott Peters
Tony Wening
Tim Dwyer
Chip Byers
Carl Medley, II
Jan Grecian
Stephen Taycor
Mary Willingham
Steve Adams
Jim Lundsted
Joe Brenneke
Dan Steidley

Gina Hodge
Cliff Gronauer
Paul Wright
Bill Mitchell
Rex Peterson
Dave Olson
Karen Boeger
Tom Robbins
Tom Stokes
Michael Ramatowski
Rich Beckwith
Gail Wekenborg
Nancy Bochat
Kim Arnold

PRESENTATION

MOREnet Overview - Bill Mitchell, Executive Director

MOREnet Strategic Technologies – David Olson

ACTION ITEMS

1.   Approval of the October 17th, 2001, Information Technology Advisory Board Meeting Minutes

Amended changes made by Gerry Wethington and Dennis Bax. Motion approved by Gina Hodge, Dennis Bax second. Amended minutes were approved.

GENERAL BUSINESS

Regular ITAB Agenda

Vote on Vice Chair Nominees – Rex Peterson was elected Vice Chair.

1.   CIO Update (Gerry Wethington)

Gerry asked ITAB members if they wanted him to pursue a common virus protection for the entire state? Rex, Gary and Gina support the concept. Concern was expressed about what the state currently uses and the investment we have in it. Gerry will see if he can get some pricing.

E-government RFP will be published on Friday. As a result of the information gathering sessions for the RFP we are looking at smart cards and digital signatures. Looking at these technologies to identify an individual. We will be using Verisign to provide these technologies. Gerry will be sending a letter to purchasing indicating that Verisign is the standard.

The question of using smart cards instead of state employee ids has come up. Asked why are we not using smart cards. Looking to expand into using smart cards. If there is no concerns or objection he will explore smart cards.

Homeland Security, governor has made a press announcement. Technologies and infrastructure has been formed as a sub committee. This sub committee is made up of individuals from the public and private sector. Homeland security is very high on the governor's list.

Strategic planning session will be scheduled sometime in the spring.

HIPAA-There has been legislation introduced that would delay the implementation a year. Sixteen senators have cosponsored that bill. They will be asking the states what the impact will be. We need to try and get a risk statement prepared. I want to pull a group together to talk about the impact of HIPAA on the state. Two ITAB committees that need to be used are the total cost of ownership and risk management. I would like these efforts to be done around the February timeframe.

Meta contract-The cost for those that want to stay in is about $12,600.00. I don't think we can set it up on a fee for service basis. We can't issue a line item either. With budget cuts the agencies are having a hard time coming up with this money. We will look for options we have in the current contract and the way it was awarded to see if there are ways to acquire the service.

2.	Architecture Review Committee Update (Jim Weber/Bob Meinhardt)

Architecture-Sent out chapters 1-4 of manual for your review and consideration prior to this meeting. No comment was sent back. Bob asked that a motion be set forth to approve those four chapters and to move forward with what is being done with architecture. Gina Hodge moved to approve and Dave Schulte second. Motion set forth and the first four chapters were approved.

3.	Distance Learning Update (LTC Tom Smith)

No Report

4.	Project Management Committee Update (Jim Rogerro/Tom Stokes)

Meeting was cancelled for 11-19-01 and Jim Rogerro is trying to get another meeting set up. The training program is alive and well and scheduled to start in February and it is full. Another one is scheduled again for April that still has openings. Requests were made to expand the training program. It was offered once and no one showed interest therefore it was cancelled. It has been offered once again and if no one shows interest then it will probably not be considered in the future. The following are sub committees of the Project Management Committee:

➢	Performance Measures (Cliff Groneaur/Tom Stokes)

➢	Total Cost of Ownership (Dennis Bax/Jan Grecian)

➢	Risk Management (Dave Schulte/Tom Stokes)

➢	Project Oversight (Gail Wekenborg/Debbie Tedeschi)

5.	Internet/MOREnet Update (Tony Wening)

NETg- The University has signed the contract but NETg has not. A meeting is scheduled on Friday at 1pm. An email will be sent out regarding the collaboration.

After the last meeting there was an email sent out about Mindleaders now providing on-line training. Why are there two different contracts? Tom Robbins indicated that MOTEC wanted to provide a choice. Mindleaders is not a statewide contract it is a revenue contract. Please get with purchasing before deciding to use Mindleaders since it is not a statewide contract.

6.	Statewide Purchasing Update (Karen Boeger)

Handout was given on Microsoft (MS) select. Gerry sent out an email with regards to MS Select for individual agency enrollments. Prime vendor oversight committee had met and decided that with complexities involved that IT

directors are the ones who need to sign those documents. Agencies have showed interest in pursuing Microsoft's enterprise agreement. If enough agencies show interest then we will pursue. GWI Help Desk agreement is in process. Verisign as a standard is being worked on.

7.   Personnel Committee Update (Chris Wilkerson/Jan Grecian)

Chris Wilkerson has asked for a membership list and as soon as he receives that list he will bring that committee together to find out what outstanding issues need to be dealt with. CIS, CIT manager I & II and GIS positions are major issues that this committee is dealing with. And the merit system positions available are other issues that we would like to touch on. There is a legislative requirement that decreased the number of merit positions. The ITAB members feel that layoff policies for IT classifications needs to be addressed by this Personnel Committee.

8.   MOTEC Update (Gina Hodge/Jim Weber)

The MOTEC steering committee met and unanimously agreed to an addition to the policy that states any request or need that creates additional expense for MOTEC will be provided by the requesting agency or provided by MOTEC and billed back to the agency.

9.   Security Committee Update (Rex Peterson/Bob Meinhardt)

A meeting is scheduled for early December. The topics we will be discussing are: There is now an OA unit to provide security for statewide efforts. We need to look at our mission and objectives to see if they need to be redefined, and maybe to write a charter and define membership and voting rights. Also need to discuss Homeland Security. Also a presentation will be shown on how to move forward with incident reporting. Go to NACIO website www. NASCIO.org/2001/11/securityforum011113-14.cfm for security presentations.

10.   State Data Center Steering Committee Update (Gail Wekenborg)

Steering committee has formed focus groups to look at areas of customer service and delivery of customer services. Meeting in December to present some actions items for consideration by the steering committee. Going thru paper drills and disaster recovery issues. Have invited agencies to provide comments. GWI help desk software has been delivered. Thanks to all who participated.

Telecommunications-Network transport bid should be closing after first of year. It is the replacement of the IVDN contract. Voice Over IP effort will be talked about more at the next SDC Steering Committee meeting if you would like to learn more about it please attend the next SDC Steering Committee meeting.

11.   HIPAA Committee Update (Gary Lyndaker/Rex Peterson/Bob Meinhardt)

 Next Meeting is December 6th.

12.   Sam II Data Warehouse Users Group Update (Mary Willingham/Debbie Tedeschi)

Users group is meeting on 3rd Thursday of every month. We have about 70 participants. Financial data warehouse is in production and on the website for viewing and testing. Still looking at retention issues on the HR side and the Mobius reports. Let Mary know if you're interested in moving to the web focus and producing your own reports for your end users.

13.   Privacy Committee (Scott Peters/Bob Meinhardt)

The primary responsibility of this committee is to find out how regulations are going to impact us from an E-government perspective and an IT perspective. There is still a draft of executive order for a privacy statement. Also need to make sure that any recommendations we make are aligned with HIPAA regulations. We are researching this from a national perspective. We are looking for individuals to be on this committee. The committee needs to look at which elements can we pull back and not have to disclose under the sunshine law in order to create a secure environment.

OPEN DISCUSSION

Response systems company information was handed out. If you are interested in the product that assists in the management of the Central Encyclopedia for Cool Gen. then call Bob Meinhardt and let him know. Otherwise it will be left up to Response systems to deal with the agency one on one.

The CA contract sent out incorrect invoices. Do not pay those invoices. If you have any questions get with Bob first.

The IBI contract was up for renewal. Group meeting was cancelled due to incorrect pricing information from IBI. Bob now has the correct pricing and will be talking with that group to go over the pricing and review.

We need to come up with a definition of what Information Technology will include and what the state is spending on Information Technology based on this definition. Dave Schulte, Mary Willingham, Gerry Wethington and Gary Lyndaker will help define this.

PRESENTATION & TOUR (**INVITATION ONLY**)

eMINTS Overview
Travel to Parkade Elementary School, Columbia
Tour eMINTS classrooms

REVIEW OF ACTION ITEMS

NEXT MEETING

1.   The next ITAB Meeting is scheduled for **8:30 am Wednesday, December 19th, 2001 at the Kirkpatrick State Information Center in the Interpretive Center, 600 W. Main St., Jefferson City.**

RW/ka

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Representatives of the news media may obtain copies of this notice by contacting:

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